



BOARD OF SCHOOL TRUSTEES

KELLER INDEPENDENT SCHOOL DISTRICT

3G. Action

Date: June 22, 2006

SUBJECT: FACILITIES USE AGREEMENT AND FEE SCHEDULE; POLICY GKD(LOCAL)

BOARD GOAL: All systems in the Keller Independent School District will be effective, efficient, and accountable in support of the district's mission.

FISCAL NOTE: Budgeted Funds

Background Information:

- District policy permits non-school use of district-owned facilities for educational, recreational, civic, or social activities
 - For this reason, district facilities are regularly rented out to various youth, civic and charitable organizations
 - District facilities are also regularly used, for a variety of purposes including fund-raising, by groups or organizations that are sponsored directly by the district or that are school-related, such as PTAs and Booster Clubs
- In addition, district facilities are used by other individuals, both employees and non-employees, to provide private instruction or training in both academic and extra-curricular areas
- Current fees and practices have been in place since March, 2002 and need to be evaluated against current costs of maintaining and operating buildings and local usage of facilities for non-school use

Administrative Considerations:

- The administration has undertaken a comprehensive review and evaluation of its current off-hour facilities use practices, fees, and local policy (GKD).
- Changes to the current user categories are recommended that will better align the district's practice to local policy.

- Flexibility is also provided to enable the district to provide designated community-based youth groups affordable access to district facilities within specified guidelines, using a Designated Youth Rate for organized youth groups located and operating within the boundaries of Keller ISD and serving all youth within the Keller ISD community.
- The current fee schedule has been restructured to provide the district the ability to recover costs it incurs to provide access to its facilities when those facilities are not normally operating, such as on weekends.
- The current user categories and fee schedule have also been modified to include employee and non-employee users of district facilities who provide private instruction or training to KISD's students in a variety of areas throughout the year, and to enable the district to recover costs associated with the use of facilities whenever those facilities are not open for normal operations.
- Several corrections were made following the Board preview. These include the following:
 - In GKD (LOCAL) eliminated #6 under "Conditions" as the district is not permitted to require criminal history checks of anyone other than its employees and volunteers
 - In the facility request form, changed the category titles to match the actual descriptions for each category instead of using an abbreviated title
 - In the agreement, corrected language in the section under "Indemnity and Insurance" and made several grammatical corrections that do not alter or change content or meaning
- During the preview, there was some discussion about the implementation date and the impact that the new schedule could have on certain groups that budget on a calendar year basis. After further review and consideration, the administration recommends maintaining the implementation date of August 1 to coincide with the start of a new school year. The district should maintain the latitude to work with certain groups to transition into the new schedule if that becomes necessary, but there has to be a starting date that makes sense for the district as a whole, and the administration feels that the best date for implementation is with the beginning of a new school year.

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The Administration recommends that the Board adopt Policy GKD (LOCAL) as revised and approve the Facility Usage Agreement and Schedule as presented.

Respectfully submitted,

Bill Stone, Asst. Supt.
Business Operations